

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
June 20, 2022 | 6:05 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on June 20, 2022 and was opened by President Rich Wielebinski at 6:05 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Jerrod Belvin, present; Ellen Gndt, present; Jerry Lastowski, present; Keith Meeker, present; and Rich Wielebinski, present.

**In Attendance:** Leo DeVito, Township Solicitor, Broughal & DeVito; John Tresslar, Township Engineer, LVL Engineering; Taylor Muñoz, Township Manager; Shawn Goucher, Acting Chief of Police; and Jenn Gambino, Administrative Assistant.

**Public Comment** - None

**Announcements** – None

**Hearings** – None

**Presentations** – None

**Resolutions**

R. Wielebinski made a motion, seconded by J. Lastowski, to approve Resolution 2022-25 Amending the Township Fee Schedule for Subdivision, Land Development, Zoning and Zoning Hearing Board Fees, and Other Miscellaneous Applications and Permitting Fees, Repealing and Replacing all Prior Fee Resolutions. All in favor. Motion carried.

**Consent Agenda**

- Motion to approve a consent agenda of the following items:
  - Old business consisting of the minutes of the June 6, 2022 regular meeting of the Board of Commissioners.
  - Financial transactions through June 15, 2022 including:
    - Ratification of vouchers payable in the amount of \$869.55, and sewer operating expenditures in the amount of \$123.24.
    - Ratification of gross payroll for the pay period ending May 29, 2022 in the amount of \$133,572.89.
    - Vouchers payable in the amount of \$191,898.50.
    - Sewer operating fund expenditures in the amount of \$118,493.25.
    - Sewer construction fund expenditures in the amount of \$38,806.33.
    - Capital reserve fund expenditures in the amount of \$1,190.45.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda. E. Gndt asked if payroll date was correct. R. Wielebinski identified issue with the sewer operating expenditures item. Motion amended to read sewer operating expenditures in the amount of \$687,266.73 and accepted. All in favor. Motion carried.

**NEW BUSINESS** - None

**Report of the President**

Richard Wielebinski

R. Wielebinski made a motion, seconded by K. Meeker, to approve Change Order No. 2 for the Deferred Lateral Connection Project in the amount of \$1,950.00 paid to Kobalt Construction for the purpose of

covering additional materials required for shifting a sewer lateral location. Also extends contract timeline by up to 90 days to allow for completion of project. E. Gndt asked if the change order was mutually agreed to by the Township and property owner. It was confirmed that the Township agreed with the change. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve Change Order No. 2 for the Pump Station 5 Mechanical/Plumbing Contract in the amount of \$3,365.00 to Blue World Construction for installation of new conduit for jockey pump wiring. E. Gndt asked for clarification. J. Lastowski asked if the Township has recourse for the work that was never done by the original contractor. L. DeVito laid out the process that would be required to go after the previous engineer for conduit never installed. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve Change Order No. 2 for the Pump Station 5 Jockey Pump Electrical Contract in the amount of \$23,685.00 paid to Hayden Power Group for the installation of seven conduit runs with associated junction boxes and fittings. All in favor. Motion carried.

- Discussion regarding possible youth softball and baseball training facility at TLC Park. Will be discussed later in the agenda.

### **Commissioner Comments**

Jerrod Belvin – Vice President

- Emergency Management Update - Video processor for 715/Warner Road light has been repaired.
- Quotes for security cameras at TLC Park - Discussion regarding quotes for security cameras on top of sewer pump station. Quote was received from ARGS Tech for \$3,645.30 to add three cameras to existing system. E. Gndt asked whether there are concerns regarding the possible splitting of quotes for two areas of TLC Park. Discussion regarding the various quotes received and clarification that two camera quotes were received for 1) seven security cameras installed around the park and 2) three cameras on top of the sewer pump station. This does not including the license plate reader previously approved. Two of the three contractors refused to provide quotes for the pump station, as existing cameras and software licenses were installed and obtained by ARGS Tech.

J. Belvin made a motion, seconded by J. Lastowski, to award the quote for security camera installation for TLC ballfield and TLC Park to Rodney Smith, ARGS Technology, for \$3,645.30 and \$13,832.22, subject to auditor and legal approval. All in favor. Motion carried.

J. Belvin made a motion, seconded by K. Meeker, to approve a \$100 sponsorship of the Monroe County Conservation District Stream Gage. E. Gndt stated the system cost \$18,000 and Pocono is one of the bigger municipalities who contributes to the gage. Motion was amended and accepted to approve a \$500 donation. All in favor. Motion carried.

Ellen Gndt – Commissioner - None

Jerry Lastowski – Commissioner

- Update – Paving of Burton Road following UGI project work – Asked if R. Sargent got in touch with Paradise Township roadmaster.

Keith Meeker – Commissioner - None

### **Reports**

**Zoning** - None

## Police Report

- Update – Police Hiring Process - Test set for Thursday, June 23, 2022 with 11 applicants.
- Update – Corporal Interviews - Promoted one Corporal, Austin Anglemeyer, and one Acting Corporal, JJ Scott. Corporal Rath appointed as Acting Sergeant.

Discussed use of LPR data for commercial purposes, which helped to identify the truck that was used in the TLC Park shooting. May look into future subscription.

## Ambulance Report - None

## Public Works Report

R. Wielebinski made a motion, seconded by J. Belvin, to approve a quote of \$16,350 from Mount Pocono Fence for a four (4) foot chain link fence extension for the TLC Park Basketball Court. E. Gmandt asked for clarification. The Township contacted five fence vendors and Mount Pocono Fence was the lowest quote received. All in favor. Motion carried.

## Administration – Manager’s Report

- Evaluation is ongoing regarding electric supplier rates. The Township is locked into current supplier contract at approximately six cents per kwh. Spoke to Township’s energy broker who advised Township not to extend current contract yet due to a volatile market. Broker will run rates and findings will be presented to the Board on July 18. The Township will then have to act quickly to secure a new rate.
- DCED LSA grant funds were received for \$116,136.00 for the Learn Rd/Old Mill Rd/SR 611 Safety Enhancement Project. The Township received funds for sidewalks and street lighting prior under the PennDOT TASA program and, while still short on funds needed for this project, this grant will bring the Township closer to full funding.
- Meeting will be held regarding the Kimmel Borgrette architectural feasibility study on Wednesday, June 22.
- Public hearing for Zoning Ordinance changes and Timber Harvest Ordinance scheduled for July 18.
- New Mountain View Park activities planned for July. J. Gambino has secured two Yoga instructors for Yoga in the Park. In process of organizing a Nature Walk with Conservation District and Pocono Heritage Land Trust. Discussed future activities and J. Lastowski suggested having functions on Township or fire company grounds as well.
- 2021 Township Audit is currently underway.
- Update – Active Township grant applications – A COPS grant application was completed which, if received, will offset a portion of the cost of up to three police hires for the first three years of their employment.
- 2022 Township Events
  - Community Day – Saturday, September 10, 2022
  - Trunk-or-Treat – TBD
  - Christmas Tree Lighting – TBD

R. Wielebinski made a motion, seconded by K. Meeker, to amend agenda for Dan Boccia to present on Pocono Pride and discuss construction of training facility affiliated with Pocono Pride Softball. All in favor. Motion carried.

Discussion was held regarding potential concerns and control of a training facility for youth softball or baseball. J. Lastowski suggested Township Manager plan a meeting with Pocono Pride to get more specifics regarding planning of the project.

## Township Engineer Report

- Public bid currently underway for the TLC Park Dog Park with bid award scheduled for July.

- Finalizing engineering study for identified stormwater projects – Laurel Lake Road and Oakwood Acres.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement. Have developed a sketch of the parking lot and PPL has asked for further engineering be completed per their encroachment process.
- TASA SR 611 sidewalk project. Meeting with TASA representatives at end of July.
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonville Avenue. No update.

It was stated that two fire hydrants are inoperable up at Great Wolf and the Township should investigate with BCRA.

#### **Township Solicitor Report**

- Zoning Hearing Board updates.
- Update – Johnson Appeal.
- Update – Kelly Trust Property
  - Update – PJJWA transfer agreement – Agreement was received. Meeting on Wednesday with Todd Weitzmann to discuss.

Include Camelback Zoning Hearing on next BOC meeting agenda for approval to send L. DeVito.

**Public Comment** – None

#### **Adjournment**

R. Wielebinski made a motion, seconded by E. Gmandt, to adjourn the meeting at 8:16 p.m. All in favor. Motion carried.